



BOARD OF SUPERVISORS MEETING
MONDAY, JULY 20, 2020
6:00 PM

[Susan M. Adams](#), County Administrator

153A Morton Lane, Appomattox, VA 24522
www.AppomattoxCountyVA.gov

BOARD OF SUPERVISORS

Call to Order
Pledge of Allegiance
Invocation - Mr. Carter
Setting of Agenda

WORK SESSION - 6:00 P.M.

The County Attorney will be reviewing the current County Code Article 3, Section 15.2-6 thru 15.2-10 to offer suggested changes enabling code clarification. Ms. Walton will be attending on behalf of the Appomattox County Volunteer Rescue Squad and Mr. Bobby Wingfield, the County's Public Safety Director.

CITIZEN PUBLIC COMMENT PERIOD

This time is provided by the Board to allow citizens the opportunity to address the Board on issues of importance to the citizen. No individual citizen shall be permitted to address the Board for more than three (3) minutes.

PUBLIC HEARING (7:00 PM)

- [20-1650](#) **Public Hearing-Amendment to FY21 Budget
Fund 3 School Capital Improvement Fund**

After being duly advertised, a public hearing is being held to receive public comment on amending the FY21 Budget to re-appropriate \$516,229.00 to Fund 3 School Capital Improvement Fund in accordance with Code of Virginia §15.2-2507, which requires a public hearing when there is an increase to the budget greater than 1%. The audited FY2019 funds reflect end of the year savings, which the School Board and the Board of Supervisors agreed to consider re-appropriation to the School CIP fund.

STAFF RECOMMENDATION: After receipt of public comment and consideration, the Board should take action to approve or disapprove the FY21 budget amendment to re-appropriate \$516,229 to the School Capital Improvement fund.

Department: Board of Supervisors, Administration

ACTION ITEMS

- [20-1658](#) **School Carry Forward CIP & Textbook Funds Request - FY 2021**

Please see the attached request for re-appropriation of funds from Dr. Bennett, School Superintendent.

Fund 3 School Capital Improvement Fund	\$516,229.00
Fund 6 Textbook	\$367,198.95
TOTAL:	\$883,427.95

Staff Recommendation: Consider the school's request to carry forward the following funds from the FY 2020 School CIP and Textbook designated funds to the FY 2021 School CIP and the Textbook designated funds.

Department: Board of Supervisors, Administration

Documents: [School Supplemental Approp. Requests.pdf](#)

3. [20-1656](#)

Commissioner of the Revenue Refund Requests

Mrs. Sara Henderson, Commissioner of the Revenue is requesting the following to be paid from line item 1209-5803:

1) Refund Locust Hill Realty, LLC, **\$479.21** for 2019 personal property taxes paid. Vehicle is registered in Louisa County.

2) Refund BMW Financial Services **\$545.04** for 2019 personal property taxes paid. Vehicle was sold in 2018.

3) Refund Herbert & Kay Totty **\$271.07** for 2019 & 2020 real estate taxes paid. Mr. Totty qualifies for the Veterans' Exemption.

Staff Recommendation: Consider the above refund request submitted from the Commissioner of the Revenue and supplement \$1,295.32 to 1209-5803. No new local funds are required.

Department: Board of Supervisors, Administration

Documents: [Commissioner of Revenue Refund Requests.pdf](#)

4. [20-1655](#)

Special Permit Application Request

Attached for your review is a Special Permit Event Application from Amy Ward for "Dreamfest 2020" music event on September 5th and 6th. The event will be held at 451 Hawk Lane in Pamplin, Virginia. The application has been reviewed and approved by the Public Safety Director, Building Official, Sheriff, Zoning Administrator and County Administrator.

STAFF RECOMMENDATION: Please consider approval of the request for a Special Permit Event Application from Ms. Amy Ward for "Dreamfest 2020" to be held September 5-6, 2020 and grant a bond fee waiver.

Department: Board of Supervisors, Administration

Documents: [Special Event Permit Application.pdf](#)

5. [20-1657](#)

Second Amendment Resolution/Virginia Legislation Update & Discussion

Mr. John Hinkle, Falling River District Supervisor, requested for the attached resolution to be included on the July 20th Board of Supervisor meeting agenda. The 2A Resolution is representative of the Board's position on the new Virginia law that allows local governments to circumvent the 2nd amendment.

STAFF RECOMMENDATION: Attached for the Board's review and consideration is a Resolution concerning Virginia's new Second Amendment

legislation. After review and discussion, the Board can take action to adopt the resolution as presented or as amended.

Department: Board of Supervisors, Administration

Documents: [Resolution - Appomattox Co. to Keep & Bear Arms.pdf](#)

6. [20-1648](#)

Carry Forward Funds Request - FY 2021

Please supplement by consent and appropriate the following carry forward funds from the FY 2020 operating budget to the FY 2021 operating budget:

Commonwealth Attorney

2201-7001	Equipment	\$25,000.00
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DMV Traffic Control

3101-1004	Overtime	\$8,114.79
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3101-2001	FICA	\$636.83
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Sheriff

3102-1007	Traffic Safety Overtime	\$11,310.05
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3102-5804	Triad (Donations Only)	\$350.89
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DARE

3106-5401	Office Supplies	\$4,305.55
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Animal Control

3501-5804	Donations Only	\$2,349.00
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Sports Complex

7101-7001	Equipment	\$444.75
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Capital Projects

9104-7014	County Capital Projects	\$350,873.24
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Department: Board of Supervisors, Administration

7. [20-1649](#)

Schedule Public Hearing-RZ200375-Clayton C. Bryant Jr.

Please authorize staff to schedule and advertise a Public Hearing for Monday, August 17th at 7:00 pm for the rezoning petition of Mr. Clayton C. Bryant, Jr. The Planning Commission held a public hearing in July and voted on a recommendation. Prior to your consideration of the petition, a public hearing must be held.

STAFF RECOMMENDATION: Authorize staff to schedule and advertise a Public Hearing for Monday, August 17, 2020 at 7:00 pm to receive comment on a rezoning petition from Mr. Clayton C. Bryant.

Department: Board of Supervisors, Administration

COMMITTEE APPOINTMENTS

8. [20-1654](#)

EDA Director Appointment

Please find attached the letter of resignation submitted by Mr. Nathan Simpson. Mr. Simpson has been a valuable member of the EDA Board of Directors since February, 2019. He was recently elected to the Appomattox Town Council. His unexpired term on the EDA ends December 31, 2022. The Board of Supervisors will need to appoint a replacement to complete this unexpired term.

STAFF RECOMMENDATION: Appoint a member to the Economic Development Board of Directors to fill the unexpired term of Nathan Simpson, whose term ends December 31, 2022.

Department: Board of Supervisors, Administration

Documents: [Simpson Resignation Ltr 2020.pdf](#)

CONSENT AGENDA

The Consent Agenda includes approval of all Bills, Minutes, Supplemental Appropriations, Line Item Transfers, and Fund Transfers. Any item on the Consent Agenda shall be removed from the Consent Agenda at the request of any Board member prior to the vote on the Consent Agenda. Items removed from the Consent Agenda shall be considered by the Board individually in order in which they were removed from the Consent Agenda immediately following consideration of the Consent Agenda.

9. [20-1635](#) **Invoices Submitted For Payment**

Please review the attached invoices and approve for payment:

July 7, 2020 - FY 2020	\$19,518.90
July 16, 2020 CSA - FY 2020	\$168,188.50
July 17, 2020 - FY 2020	\$200,671.02
TOTAL:	\$388,378.42
July 20, 202 - FY 2021	\$505,494.75

Staff Recommendation: Please review and consider approval of the attached invoices for payment.

Department: Board of Supervisors, Administration

Documents: [Invoices Submitted for Payment - FY 2020.pdf](#), [Invoices Submitted for Payment - FY 2021.pdf](#)

10. [20-1636](#) **Minutes**

Please review the following DRAFT minutes for approval:

June 15, 2020 Regular Board of Supervisors Meeting

June 25, 2020 Special Called Board of Supervisors Meeting

Department: Board of Supervisors, Administration

Documents: [BOS Meeting - June 15, 2020.pdf](#), [BOS Special Meeting - June 25, 2020.pdf](#)

11. [20-1637](#) **Department of Social Services - FY 2020**

Please supplement by consent and appropriate the following to the FY 2020 Budget:

5301-2002	VRS	\$11,538.77
5301-2006	Group Life	\$881.70
5301-2002	ICMA-RC	\$1,261.70
TOTAL:		\$13,682.17

RE: Reimbursement for June, 2020 payroll deductions.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

12. [20-1638](#)

Sheriff's Department - Courthouse Security Fund FY 2020

Please transfer by consent **\$6,996.43** from the Courthouse Security Fund to the General Fund and supplement the following to the FY 2020 Budget:

3102-1006	Courthouse Security Position	\$6,996.43
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Staff Recommendation: Transfer requested funds from the Courthouse Security Fund to the General Fund and supplement by consent to 3102-1006.

Department: Board of Supervisors, Administration

13. [20-1639](#)

J. Robert Jamerson Memorial Library - FY 2020

Please supplement by consent and appropriate the following to the FY 2020 Budget:

7301-5411	Books	\$25.49
7301-5401	Office Supplies	\$47.00
7301-5415	Summer Reading	\$100.00
TOTAL:		\$172.49

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

14. [20-1641](#)

Sheriff's Department - FY 2020

Please supplement by consent and appropriate the following to the FY 2020 Budget:

3102-1002	Overtime	\$394.42
3102-5503	Travel/Susistence	\$250.00
TOTAL:		\$644.42

RE: Reimbursement from Deputy Austin and Deputy Campbell for security performed for AWP, Inc. Deputies were already paid through payroll for overtime worked (\$199.40) Reimbursement from The American Civil War Museum for security performed on 5/31/2020 (\$195.02); Reimbursement from

Highway Interdiction Training Specialist for training cancelled due to the COVID-19 (\$250.00).

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

15. [20-1642](#)

Public Utilities - Waterline FY 2020

Please supplement by consent and appropriate the following to the FY 2020 Budget:

082-1800-5898	Water Wholesale	\$21,651.00
082-1800-5101	Electrical Services	\$478.90
082-1800-2002	Telecommunications	\$104.58
TOTAL:		\$22,234.48

RE: Reimbursement from the Town of Appomattox for April 2020 (\$11,482.59) and May 2020 (\$10,751.89) Campbell County Utilities & Service Authority water contract, electrical services and telecommunications.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

16. [20-1644](#)

Registrar - FY 2020

Please transfer by consent **\$10,556.79** from Operating Reserve 1101-5804 and supplement the following to the FY 2020 Budget:

1302-1001	Salaries & Wages	\$9,104.67
1302-2001	FICA	\$463.58
1302-2002	VRS	\$963.54
1302-2005	Health Insurance	\$25.00
TOTAL:		\$10,556.79

Staff Recommendation: The Operating Reserve funds are requested to supplement the Registrar's budget for payroll expenses that were overspent from the original budgeted amount. The Board approved the hire of a full-time position in June and the other funds were utilized for benefits payout for the retiring Registrar.

Department: Board of Supervisors, Administration

17. [20-1643](#)

Electoral Board - FY 2020

Please transfer by consent **\$13,844.14** from Operating Reserve 1101-5804 and supplement the following to the FY 2020 Budget:

1301-1001	Salaries & Wages	\$444.97
1301-1003	Election Officials Wages	\$6,174.74
1301-2001	FICA	\$209.52

1301-3002	Professional Services	\$7,014.91
TOTAL:		\$13,844.14

Staff Recommendation: The Operating Reserve funds are being used to supplement the Electoral Board's Departmental budget for FY 20 over spent expenses that were not appropriated to the FY20 budget.

Department: Board of Supervisors, Administration

18. [20-1653](#)

J. Robert Jamerson Memorial Library - FY 2021

Please supplement by consent and appropriate the following to FY 2021

Budget:

7301-5411	Books	\$116.00
7301-5401	Office Supplies	\$131.25
TOTAL:		\$247.25

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

19. [20-1640](#)

D.A.R.E. - FY 2021

Please supplement by consent and appropriate the following to the FY 2021

Budget:

3106-5401	Office Supplies	\$200.00
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RE: Donation received from Bank of the James for Public Safety event.

Staff Recommendation: No new local funds are required.

Department: Board of Supervisors, Administration

**ITEMS REMOVED FROM CONSENT
ATTORNEY'S REPORT**

**ADMINISTRATOR'S REPORT
REPORTS AND INFORMATIONAL ITEMS**

20. [20-1651](#)

Sands Anderson - Delinquent Tax Status Report

Attached for your review is a status report from Sands Anderson on delinquent tax parcels as of June 30, 2020. The total amount of delinquent real estate tax, penalty and interest collected for FY 2020 is \$14,189.96.

Department: Board of Supervisors, Administration

Documents: [Delinquent Tax Status Report.pdf](#)

21. [20-1646](#)

School - June, 2020 Financial Report

Attached for your review is the June, 2020 month-end financial report from Dr. Bennett, Division Superintendent and Bruce McMillan, Director of Finance.

Department: Board of Supervisors, Administration
Documents: [School June, 2020 Financial Report.pdf](#)

22. [20-1647](#) **Appomattox Department of Social Services**
Attached for your review is a quarterly review of services provided by the Department of Social Services.
Department: Board of Supervisors, Administration
Documents: [DSS Quarterly Dashboard Report.pdf](#)
23. [20-1660](#) **Virginia Rent & Mortgage Relief Program (RMRP)**
Attached for your review is information concerning the Virginia Rent & Mortgage Relief Program (RMRP) designed to support and ensure housing stability across the commonwealth during the coronavirus pandemic.
Department: Board of Supervisors, Administration
Documents: [VA Rent & Mortgage Relief Program.pdf](#)
24. [20-1659](#) **Forestry in Appomattox County**
Attached for your review is an update on forestry in Appomattox County.
Department: Board of Supervisors, Administration
Documents: [Forestry in Appomattox County.pdf](#)

SUPERVISOR CONCERNS

This time is for individual Board members to share information with other members of the Board and the public. Items presented under this heading requiring action will be for a future meeting agenda or to request additional information from staff members. No item presented under this heading shall be acted upon at this meeting without the unanimous consensus of the Board.

CLOSED SESSION

UPCOMING MEETINGS

Monday, August 17, 2020 @ 6:30 PM
Regular Scheduled Meeting
Board of Supervisors Meeting Room
171 Price Lane, Appomattox, Virginia

ADJOURNMENT